

January 4, 2019

MuckRock
DEPT MR 65875
411A Highland Ave
Somerville, MA

Re: Freedom of Information Act Request by MuckRock for:

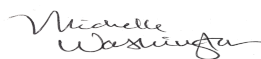
1. Policies related to the adoption of ALPR technology, including those guiding the procurement process or necessary administrative obligations before acquisition.
 2. Training policies, requirements, and materials for automatic license plate reader system operators.
 3. Databases used to compare data obtained by the automatic license plate reader system.
 4. Policies related to the retention and security of captured ALPR data, including those regarding:
 - the length of time after capture that data may be preserved
 - exceptions to general data preservation policies
 - internal data security and access
 - data destruction
 5. Policies related to the sharing of captured ALPR data by this agency with other agencies, including those directing:
 - the manner in which another agency may request data
 - the circumstances under which captured data may be shared, and
 - the responsibilities of the recipient agency in regard to data retention and use.
 - access by this agency to data obtained by automatic license plate reader systems not operated by the law enforcement agency.
- Please also provide the number of requests made by outside agencies, if applicable.
6. Policies related to the sale of data or the sharing of data with non-law enforcement actors.
 - If applicable, please provide all agreements between this agency and non-law enforcement actors.
 7. Policies regarding oversight of automatic license plate reader system use.
 8. Audit Reports
 9. Policies related to maintenance and calibration.
- Please also provide maintenance and calibration schedules and records for the system on file.
10. Any other policies or reports on subjects related to automatic license plate reader system use by the agency. Our file number 2018-1267.

To Whom It Concern:

Enclosed is the information you requested regarding the above-captioned matter.

Call me if I can be of further assistance or answer any questions.

Sincerely,



Michelle Washington
Public Relations Manager

Enclosures